

VIRGINIA EMPLOYMENT COMMISSION

MEMORANDUM TO:

DATE 6/16/2006

Florida _____ North Carolina _____ Region II _____ Region V _____
Texas _____ South Carolina _____ Region III _____ Region VI _____
Ohio _____ Puerto Rico _____ Region IV _____ Other _____

FROM: Rural Services Manager
Virginia Employment Commission
P. O. Box 1358
Richmond, Virginia 23211

SUBJECT: Request for Extension of Clearance Order No. VA 5062720

Extension is requested for the 1 cop(ies) of the order which is/are attached,

dated 6/19/2006 for 7, FARMWORKER, DIVERSIFIED 407-687-010
(No. of Openings) (Occupational Title and Code)

to be sent to the offices of your choice.

COMMENTS: Please indicate below the action taken by your office.

Michelle C Abraham
(signature)

* * * * *

DATE _____

The above request has been reviewed and action taken as indicated below:

ACCEPTED _____ Location(s) to which extend:

REJECTED _____ Reason for Rejection: _____

COMMENTS:

Number of additional copies required. _____

(signature)

Agricultural and Food Processing Clearance Order
Pedido de Empleados para Agricultura y Procesamiento de Alimentos

U.S. Department of Labor

Employment and Training Administration

O.M.B. Approval No. 1205-0134, Expires 06/30/2006



Employer # 5300

1. Employer's Name and Address (Number, Street, City, State, Zip Code, and telephone number)
Nombre y Dirección del Empleador (Número, calle, ciudad, código postal y teléfono)

Edward B. Dellenback
374 Letcher Lane
Ararat, VA 24053
(276) 251-5345

Industry Code / Código de Industria

0132

Job Order # / No. Orden de Empleo

VA-5062720

Occupational Title and Code/Título Ocupacional y Código

Farmworker Diversified
407.687-010

Clearance Order Issue Date/Fecha de Trámite:

6/16/06

Job Order Expiration Date / Fecha de expiración:

9/11/06

6. Anticipated Period of Employment / Periodo Anticipado de Empleo

From/ Desde:

7/24/2006

To / Hasta:

11/01/2006

2. Location and Direction to Work Site / Dirección del lugar de trabajo

374 Letcher Lane
Ararat, VA 24053

VA 775 toward Fancy Gap, turn left onto Chances Creek Rd, turn right onto US 52, turn left on Blue Ridge Pkwy, right on Twin Oak Rd, turn left to stay on Doe Run Rd., turn right onto Ararat Hwy, right on Letcher Lane

(see attachment / para más detalles vea 1)

7. No. of Worker's Requested / No. de Trabajadores Pedidos

7

8. Anticipated Hours of Work per Week / Horas

Anticipadas de Trabajo por Semana

Total:

40

Sunday/Domingo

7

Wednesday/Miércoles

7

Monday/Lunes

7

Thursday/Jueves

7

Tuesday/Martes

7

Friday/Viernes

7

Saturday/Sábado

5

9. Collect Calls Accepted/Se Aceptan Llamadas a Cobrar:

Employer/El Empleador

Yes

X

No

Local Office/Oficina Local

Yes

No

X

(see attachment / para más detalles vea 1)

4. Board Arrangements / Arreglo de Alojamiento

In addition to providing free cooking and kitchen facilities, employer will provide transportation for workers to and from a store at least once a week for supplies (for workers for whom housing must be provided)

(see attachment / para más detalles vea 1)

5. Referral Instructions / Instrucciones para el Referimiento de Candidatos

The employer or agent agrees to interview referrals from all sources. Employer's agent agrees to interview all US workers referred by the _____ VEC, local or by supply states who have been screened by such employment services for:

1. Availability for entire season
2. Have transportation to job site
3. Have been fully apprised by the local employment office of the terms, conditions and nature of employment

(see attachment / para más detalles vea 1)

10. Job Specifications / Descripción del Trabajo [Summary of Material Job Specifications in **ENGLISH** must be included inside this box]

Workers will help to pull tobacco plants, set the plants in rows in fields and help cultivate tobacco as needed in transplanting or replanting. Care must be exercised to prevent bruising or breaking plants. Workers will remove tops and pull mature leaves from tobacco stalks by hand and place leaves in trailers for transport to tobacco barns for curing. Workers will plant and harvest cabbage, hay and peppers. Workers will package and load produce. Work in equipment operation will be expected.

(see attachment / para más detalles vea 1)

10 a. Descripción del Trabajo / Job Specifications [Summary of Material Job Specifications in **SPANISH** must be included inside this box]

Trabajadores ayudaran a jalar(arrancar) plantas de tabaco, poner las plantas en filas en los campos y ayudar a cultivar tabaco cuando se necesite en trasplantar o replantar. Cuidado debe ser ejercido(usado) para evitar magulladura o rompimiento de plantas. Trabajadores descabezaran y arrancaran hojas desarrolladas del tallo(caña) de tabaco a mano y poner hojas en tráiler(remolque) para curación. Trabajadores plantaran y cosecharan repollo, chiles y heno. Los trabajadores empaquetaran y cargaran los productos. Trabajo en la operación de equipo se espera de los trabajadores.

(see attachment / para más detalles vea 1)

ETA 790 (Rev. July 2004)

11. Wage Rates, Special Pay Information and Deductions / Tarifa de Pago, Información Sobre Pagos Especiales y Deducciones (Rebajas)									
Crop Activities / Cultivos	Hourly Wage Salario por Hora	Piece Rate / Unit(s) Pago por Pieza / Unidad(es)	Special Pay (bonus, etc.) Pagos Especiales (Bono, ect.)	Deductions / Deducciones	YES SI	NO	Pay Period Periodo de Pago		
	\$	\$		Social		<input checked="" type="checkbox"/>	Weekly / Semanal		X
Tobacco	8.51			Federal Tax Impuestos Federales		<input checked="" type="checkbox"/>			
Cabbage	\$	\$		State Tax Impuestos Estatales		<input checked="" type="checkbox"/>	Bi-weekly / cada 2 sem.		
Peppers				Meals (comidas)		<input checked="" type="checkbox"/>			
Hay	\$	\$		Other (specify)/ Otro		<input checked="" type="checkbox"/>	Other / Otro		

More Details About the Pay/Más Detalles Sobre el Pago

All work provided in this job order will be compensated by the hour at the current adverse effect wage rate of \$ 8.51 /hour, or the legal federal or state minimum wage rate, whichever is highest. In the event the DOL promulgates a new AEWR during the recruitment or contract period which is lower than the AEWR in effect at time of application, this lower AEWR becomes the guarantee at the discretion of the employer unless there is a prevailing hourly rate higher than the new AEWR. SEE ATTACHMENT item 11 for expanded explanation.

(see attachment / para más detalles vea 1)

12. Transportation Arrangements / Arreglos de Transportación (Please explain)
For workers who complete 50 percent of the work period, the employer will reimburse the worker for costs incurred by the worker for transportation and reasonable subsistence from the place from which the worker came to work for the employer to the place of employment. SEE ATTACHMENT item 12 for expanded explanation.

(see attachment / para mas detalles vea 1)

13. Is it the prevailing practice to use Farm Labor Contractors (FLC) to recruit, supervise, transport, house, or pay workers for this (these) crop activity(ies)? Es la costumbre en el area de usar Contratistas Agricolas para reclutar, supervisar, transportar, dar vivienda, ó pagarle a los trabajadores en este/estos tipo(s) de cosecha(s)/sembrado(s)? Yes/Si _____ No ☒ If you have checked yes, what is the FLC wage for each activity?/Si contesto "Si," cual es el salario que le paga al Contratista Agrícola para cada actividad?

14. Unemployment Insurance provided / Seguro por Desempleo: Yes ☐ No ☒

15. Workers' compensation insurance provided / Indemnización por accidente de trabajo: Yes ☒ No ☐

16. Are tools provided at no charge to the workers? / ¿Se le proveen las herramientas de trabajo a los trabajadores sin cargo alguno? Yes ☒ No ☐

17. List any arrangements which have been made with establishment owners or agents for the payment of a commission or other benefits for sales made to workers. (If there are no such arrangements, enter "None")/Indique todo acuerdo o convenio con los propietarios del establecimiento o sus representantes con respecto al pago de una comisión u otros beneficios por ventas hechas a los trabajadores. (Si no hay ningún acuerdo o convenio, indique "Ninguno")

NONE

18. List any strike, work stoppage, slowdown, or interruption of operation by the employees at the place where the workers will be employed. (If there are no such incidents, enter "None")/ Enumere todo huelga, paro o interrupción de las operaciones por parte de los empleados en el lugar de empleo. (Si no hay, indique "Ninguno")

NONE

19. Address of Order Holding Office (include Telephone number)/Dirección de la Oficina donde se Radicó la Oferta (incluya número de teléfono) VEC 165 Deer Run Rd Danville, VA 24540	20. Name of Local Office Representative (include direct dial telephone number) / Nombre del Representante de la Oficina Local (Incluya numero de telefono) Lafe Lindsey 434-791-5291
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21. Employer's Certification: This job order describes the actual terms and conditions of the employment being offered by me and contains all the material terms and conditions of the job.
Certificación del Empleador: Esta orden de trabajo describe los términos y condiciones de trabajo y contiene todos los materiales, terminus, y condiciones ofrecidos.
Employer's Signature & Title/ Firma y Título del Empleador

Edward B. Dellerbach *Owner* Date: *6/15/06*

READ CAREFULLY: In view of the statutorily established basic function of the Employment Service as a no-fee labor exchange, that is, as a forum for bringing together employers and job seekers, neither the ETA nor the State agencies are guarantors of the accuracy or truth-fullness of information contained on job orders submitted by employers. Nor does any job order accepted or recruited upon by the One-Stop Career Center constitute a contractual job offer to which the One-Stop Career Center, ETA or a State agency is in any way a party.
LEASE CUIDADOSAMENTE: En vista de su función básica establecida estatutariamente el Servicio de Empleo es un intercambio gratis de trabajo para juntar a los empleadores y trabajadores que buscan empleo, ni ETA ni las agencias del estado pueden garantizar la verdad y certeza de la información contenida en la Orden de Trabajo sometida por el Empleador. Tampoco, ninguna orden de trabajo aceptada o reclutada por el Servicio de Empleos constituye una oferta contractual de la cual ETA ni la agencia del Estado son parte

Public reporting burden for the ETA Form 790 is estimated to be approximately 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and reviewing the collection. Respondents obligation to reply to these requirements are mandatory by 20 CFR 653.500. Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Comments regarding this burden estimate or any other aspect of this collection, including suggestions for reducing the burden can be sent to the U.S. Department of Labor, Office of Workforce Investment, Room S-4321, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0134).

Item 3. Location and description of housing

Housing is provided at no cost only to non-commuting workers. "Non-commuting workers" are defined as those workers who are not reasonably able to travel to the work site from their permanent place of residence, and return, each work day. Housing will be provided to workers only. No person who is not an employee and has not been assigned housing will be permitted to occupy the housing.

No tenancy in such housing is created. Employer retains possession and control of the housing premises at all times and worker, if provided housing under the terms of this work agreement, shall vacate the housing promptly upon termination of employment with the employer who provides the housing.

Directions to housing:

Ararat Hwy in Patrick County, 25 miles west of Stuart, VA

Housing will be clean and in compliance with applicable federal housing standards or local rental housing standards when made available for occupancy. Workers occupying the housing will be responsible for maintaining the housing and their living quarters in a neat, clean manner and in compliance with Work Rules which will be provided upon hiring and are attached hereto and incorporated by reference in this Application. Failure to comply with these rules will result in disciplinary action as described in the Work Rules. Reasonable repair costs of damage other than that caused by normal wear and tear will be deducted from the earnings of workers found to have been responsible for willful or negligent damage to housing or furnishings. Workers will assign to employer-provided housing by a designated company manager and must occupy the quarters assigned to them. Women workers will be provided with sleeping facilities shared with other female workers and segregated toilet facilities. Dining and other common area will be shared or separate cooking facilities will be provided.

Item 4. Board arrangements

In addition to providing free cooking and kitchen facilities, employer will provide free transportation for workers to and from a store at least once a week for supplies (for workers for whom housing must be provided).

Item 5. Referrals

Referrals of individuals shall be made through the order holding office of the Virginia Employment Commission in order to ascertain current employment, crop or housing information and to enable proper arrangements to be made. It will be the responsibility of the "applicant holding office" to inform job seekers of the terms and conditions of this clearance order. The "applicant holding office" after coordinating the referral with the order holding office will contact the employer's agent or the employer directly and advise the agent or employer of the referral or referrals. When possible, a translator will be made available. Interviews, either in person or by telephone, will be conducted by the employer's agent during the hours of 9:00 AM

to 4:00 PM , Monday through Friday. Employer's agent will interview the person during the above mentioned hours if necessary. Employer's agent to be contacted first at the following address and phone number. If unavailable, contact employer directly during the same hours.

MAS Labor H-2A, LLC.
P.O. Box 507
Lovingston, VA 22949
434-263-4300/434-263-4700 (fax)

Order holding office:

Virginia Employment Commission
165 Deer Run Road
Danville, VA 24540
434-791-5291

Employer's agent agrees to interview all US workers referred by the State Employment Services, local or by supply states who have been screened by such employment services for:

1. Availability for entire season
2. Have transportation to job site
3. Have been fully apprised by the local employment office of the terms, conditions and nature of employment

Item 7 Number/Type of Workers

Workers must possess documentation required to enable employer to comply with the employment verification requirements of IRCA. Accurate completion of Form I-9 will be required of each worker within (3) days of employment pursuant to U.S. law. All workers hired under this job order must demonstrate eligibility to work legally in the U.S. Refer to the back of Form I-9 for documents acceptable for purposes of establishing employment eligibility. After hiring, employer may verify legitimacy of social security numbers through Employment Verification System (EVS) for workers who have not been employed by him in previous years.

Workers should bring with them documents verifying their legal right to work in the U.S. at the time of employment. Valid eligibility documents will be necessary to complete payroll tax withholding and I-9 forms.

Item 8. Work Week

The work day is from 7:00 AM until 3:00 PM Monday through Friday and 7:00 AM until 12 noon on Saturday, with an unpaid lunch break (7 hours/day and 5/day on Saturday). The worker may be requested, but not required, to work as much as 12 hours per day and/or on the Sabbath, depending on weather and other conditions. Extreme heat, cold or drought may affect working hours.

Employer will offer 40 hours/week, weather and crop conditions permitting. Worker will report to work at designated time and place as directed by employer each day.

Item 10. Job Specifications

Jobs offered are work on a diversified crop farm handling both manual and machine tasks associated with commodity production and harvest activities. Workers must be able to perform manual as well as mechanized activities with accuracy and efficiency.

Crops grown on the farm include tobacco, cabbage, peppers, and hay. Workers will transplant produce plants, cultivate and weed as needed. Workers will transplant produce plants, cultivate and weed as needed. Workers will pick produce as it ripens. Considerable stooping and kneeling is required. Care must be taken to prevent damaging produce and plants. Workers will transplant plants, lay plastic and drip tape, remove plastic from fields, cultivate and weed as needed. Workers must also stake/tie plants. Workers will trellis and prune plants. Workers will palletize and shrink wrap cabbage. Workers will pick vegetables as they ripen. Considerable stooping and kneeling is required. Care must be taken to prevent damaging produce and plants.

Work is to be done in the field for long periods of time. Workers are expected to perform duties including boxing, weighing and loading of produce. Workers may assist in loading trucks with packaged produce weighing from 50 to 60 pounds and lifting to a height of 5 feet.

Tobacco: Workers will plant, cultivate and harvest tobacco. Workers will help prepare tobacco to be placed in barns and with loading and unloading tobacco barns. When tobacco is removed from the curing board, workers will be expected to assist each other by placing tobacco on sheets to be bound in bundles weighing from 150 to 250 pounds and loaded in trucks for transport.

Performs a variety of manual tasks associated with grain and hay crops production. Help with irrigation, clean and maintain equipment, help load grain and seed, assist with mowing, cutting and baling hay, work in fields, clean around barns. Upon occasion workers may be required to dig ditches and install water lines to sheds, barns, stock tanks and other structures on the farm.

In addition to transplanting and harvesting the produce, workers may be required to perform variable tasks relating to produce production such as the following: irrigation, ditching, shoveling, hoeing, hauling, ground preparation, weeding and other tasks related to general farming.

Work may also include mechanized field work using power equipment. By way of example and not limitation power equipment may include tractors, planters, sprayers, cultivators and other farm and packing house equipment. Workers will be expected to be able to operate agricultural equipment with or without direction.

Workers should be able to work on their feet in bent positions for long periods of time. Allergies to ragweed, goldenrod, insect spray, related chemicals, etc. may affect workers' ability to perform the job. Workers should be physically able to do the work required with or without reasonable accommodations.

Workers are exposed to wet weather early in the morning through the heat of the day, working in fields. Temperatures may range from 10 to 100 F. Workers may be required to work during occasional showers not severe enough to stop field operations.

Employer assures that workers will be provided free transportation from living quarters to work site every day (for workers who must be provided housing.)

Employer will accept any worker or workers who are capable of performing the work. Employer is willing to train workers for a period not to exceed 3 days (24 working hours). Persons seeking employment under the provisions of this job order should be available for the entire period requested by the employer. All terms and conditions included in the job order will apply equally to all workers, domestic and foreign, specifically employed according to the provisions of this job order.

Employer retains the right to discharge an obviously unqualified worker, malingerer or recalcitrant worker who is physically able but does not demonstrate the willingness to perform the work necessary for the employer to grow a premium quality product. (See also Attachment 2, General Conditions).

All terms and conditions included in the job order will apply equally to all workers, domestic and foreign, employed under this job order.

Item 11. Wage Rates/Pay Information

Workers are paid weekly. All general production work provided in this job order will be paid by the hour the current AEWR of \$8.51/hour, or at the prevailing wage rate as determined by the Virginia Employment Commission, or the legal federal or state minimum wage rate, whichever is highest. In the event the DOL promulgates a new AEWR during the recruitment or contract period which is lower than the AEWR in effect at time of application, this lower AEWR becomes the guarantee at the discretion of the employer unless there is a prevailing hourly rate higher than the new AEWR.

The employer guarantees to offer the workers employment for at least $\frac{3}{4}$ of the work days of the total period during which the work order and all extensions thereof are in effect, beginning with the first work day after the arrival of the workers at the place of employment and ending on the termination date specified in the work order or its extension, if any. If the employer offers the worker during such period less employment than required under this provision, the worker will be paid the amount he/she would have earned had he/she, in fact, worked for the guaranteed number of days. Employee will perform other duties related to this/these crop activities and other tasks required in operating a farm.

If, before the expiration date specified in the work order, the service of the workers is no longer required for reasons beyond the control of the employer due to fire, or other Acts of God, such as frost, flood, drought, hail, etc. which makes the fulfillment of the contract impossible, and the RA so certifies, the employer may terminate the work order and return the worker to the place

from which the worker, without intervening employment, came to work for the employer at the expense of the employer.

Employer will provide without charge all tools, supplies and equipment necessary to perform duties assigned.

Unless the employer has amended the date of need no less than ten (10) working days prior to the date of need through notice to the order holding office, the employer will guarantee one week's wages to all workers subject to this order beginning with the anticipated start date.

If the worker voluntarily abandons employment before the end of the job order period or is terminated for job related reasons or misconduct, the employer will not be responsible for providing or paying return transportation and subsistence expenses of the worker.

Employer agrees to maintain adequate and accurate payroll records. The employer will furnish to each worker on payday an itemized accounting of earnings and of all legal and authorized deductions. FICA and FUTA deductions will be made for individual workers as applicable.

Employer will provide workers' compensation at no cost to workers covering injury and disease arising out of and in the course of worker's employment. Proof of worker's compensation insurance will be provided to Regional Administrator prior to certification date.

Item 12. Transportation

For workers who complete 50 percent of the work period, the employer will reimburse the worker for costs incurred by the worker for transportation and reasonable subsistence from the place from which the worker came to work for the employer to the place of employment. Subsistence will be in accordance with current rates published in the ***Federal Register*** (for workers with and without receipts.) The amount of the reimbursement for transportation shall be the worker's actual cost, but no more than the most economical and reasonable similar common carrier transportation charges for the distance involved.

If the worker completes the period of employment, the employer will provide or pay for the worker's transportation and reasonable subsistence from the place of employment to the place from which the worker came to work for the employer, except when the worker has accepted subsequent employment with another employer who agrees to accept the return transportation costs, in which case this employer only pays for the transportation to the next job.

For the purposes of the above requirements the "period of employment" shall be the period from the first workday the worker is at the employer's farm and is ready, willing, able and eligible to work until the anticipated ending day of employment in Item 6.

Reimbursement of inbound and return transportation costs applies only to persons recruited from outside normal commuting distance (to and from their permanent place of residence each day; see page one). Return transportation will not be provided to workers who voluntarily abandon employment before the end of employment period or who are terminated for cause.

The employer will provide transportation at no cost to the worker from the employer provided housing to the worksite and return on a daily basis. Such transportation shall be in accordance with applicable laws and regulations. The use of this transportation is voluntary; no worker will be required as a condition of employment to utilize the transportation and subsistence if applicable.

If the services of the worker are no longer required for reasons beyond the control of the employer due to fire or other acts of God such as frosts, flood, drought, hail or the like which makes fulfillment of the work period impossible and Regional Administrator so certifies, the employer will provide reimbursement for transportation and daily subsistence from the place of recruitment for covered employees.

Exemption from 50% Rule

The employer requests an exemption from the 50% rule under 655.103(e). It did not, during the last calendar year, use more than 500 'man-days' of agricultural labor as defined in Section 3 (u) of the Fair Labor Standards Act of 1938 (29 USC 203 [u]). The employer is not a member of an association which has applied for a temporary alien agricultural labor certification under this subpart for its members, and has not otherwise associated with other employers who are applying for H-2A workers under this subpart.

Assurances

The employer agrees to abide by the regulations at 20 CFR 655.103 and 20 CFR 653.501.

Workers Compensation Insurance

Carrier: Virginia Farm Bureau

Policy: WC 6102429

General Conditions

To be hired for employment under this job order, the worker must be able, willing and qualified and be available at time and place needed to perform the work described in this job order.

The worker understands that if he quits or is terminated for cause prior to the end of the period of employment he will not receive certain transportation reimbursement discussed under Item 12 and may not be eligible for rehire in future years.

Employer may terminate the worker for lawful job-related reasons and so notify the Job Service local office if the worker (a) abandons the employment; three consecutive workdays of unexcused absence shall be an abandonment of employment; employee must notify the employer and secure permission for necessary absences; (b) malingers or otherwise refuses without justified cause to perform as directed the work for which the worker was recruited and hired; (c) commits serious act(s) of misconduct or serious or repeated violation(s) of the employer's work rules; the employer may make and post work rules which shall apply to this employment; the worker shall abide by such rules (a copy of general rules is attached); (d) fails after completing the allowable training period to perform in a workmanlike manner to enable the employer to produce and sell a premium quality product; (e) provides other lawful job-related reasons for termination of employment.

This work agreement shall also be terminated by reason of fire, hurricane, frost, flood, drought, hail, other acts of God or other calamity or reason beyond the employer's control to make fulfillment of this work agreement impossible. "Reason beyond employer's control" includes termination of worker, if he is not a US worker because a US worker makes himself available for the job under DOL 50% rule.

A copy of the Agricultural Work Agreement and Work Rules will be provided to the worker no later than the date work commences.

EMPLOYER'S STATEMENT PURSUANT TO 20 CFR SECTION 655.101 (a) (2)

The undersigned employer, pursuant to 20 CFR Section 655.101 (a) (2), does hereby authorize the MAS Labor H2A, to act as my agent and on my behalf for the purpose of signing and filing an Application for Temporary Alien Agricultural Labor Certification and to do any and all other acts necessary to pursue and obtain such Certification. My said agent is specifically authorized to make hiring commitments on my behalf, provided however, that my said agent is specifically not authorized to hire, pay, fire, supervise or otherwise control the work of any employee.

As the employer, I assume full responsibility for the accuracy of the Application, for all representation made by my said agent on my behalf, and for the compliance with all regulatory and other legal requirements.

EMPLOYER SIGNATURE: Edward B. Dellentack DATE: _____

MAS Labor H2A, does hereby certify that it is acting only as agent for the above employer with respect to its Temporary Alien Agricultural Labor Certification Application. MAS Labor H2A, is neither the employer nor a joint employer of the workers requested, and the individual employer above, retains the full power to hire, pay, fire, supervise and otherwise control the work of all workers requested through the Employment Service, except to the extent that MAS Labor H2A, has been specifically authorized to make hiring commitments on behalf of the employer.

MAS Labor H2A, agent

By: EW DATE: 6/15/06
Elizabeth D. Whitley

We expect the total number of workers the employer will use in the occupation of this/these crop activities to be 7, of which 7 will be H-2A workers for which certification is requested and the balance will be US workers. These numbers are estimates only as total workforce needs are dependent upon weather, crop conditions and worker availability.

EW

Elizabeth D. Whitley
MAS Labor H2A, LLC

WORK RULES

Although not intended to be a complete list, these work rules are intended to provide guidance to workers of standards of conduct expected of them.

Notice is provided that violation of lawful job-related employer requirements, including these work rules, will be considered grounds for immediate termination of a worker's employment. Penalties such as suspension from work opportunity for the remainder of a day to three days may be made in the case of less serious violations.

Workers are expected to comply with all rules relating to discipline, attendance, work quality and effort, and the care and maintenance of all property provided to them by the employer.

1. Workers who perform sloppy work may be suspended without pay for the remainder of a workday or for up to three days in the sole judgement of their supervisor, depending on the degree of infraction, the worker's prior record and other relevant factors. Discharge of the worker may result from any subsequent offense.
2. No use or possession of beer, liquor or illegal drugs is permitted during work time or during any workday before work is completed for the day (such as during meals); workers may not report for work under the influence of beer, liquor or illegal drugs. Employees may be terminated for excessive use of alcohol, drunk and/or disorderly conduct in housing after hours. Illegal drugs may not be used, sold, manufactured or kept on any employer premises, including housing. Employer will test for drugs upon suspicion of use.
3. Excessive absences will not be permitted. This is regular, everyday work for which employees are expected to be present, able and willing to perform every scheduled workday. This is not sporadic or "day work." Excessive or repeated tardiness is not acceptable. Any absence from work must be reported by 7AM. Three days' absence will constitute abandonment of employment and worker will be terminated.
4. Workers shall maintain any living quarters provided to them clean and in good repair, given reasonable wear and tear. Workers shall cooperate in maintaining common kitchen and living areas. No pets of any kind are permitted.
5. All posters required by federal and state law will be posted at each camp. They are not to be removed, defaced, or altered in any way. Workers who wish copies may ask their supervisor.
6. All housing must be locked each morning before leaving for work. Lights and unnecessary heat should be turned off; doors and windows closed in event of rain and when heat is turned on.
7. Workers living in employer's housing assigned to bunk beds may not separate bunk beds, as floor space in sleeping rooms is needed by all occupants.
8. Workers living in employer's housing may not cook in sleeping rooms or any other non-kitchen areas. Employer furnishes cooking facilities and equipment.
9. Workers may not drop paper, cans, bottles and other trash in fields, work areas, or on housing premises. Trash and waste receptacles must be used.
10. Workers may not take unauthorized breaks from work.
11. Workers may not leave the field or other assigned work area without permission of employer or person in charge.

12. Workers may not enter employer's premises without authorization.
13. Workers may not begin work prior to scheduled starting time or continue working after stopping time.
14. Workers living in employer's housing may not entertain guests in housing premises after 10:30 p.m. except on Saturday night on which night guest hours end at 12:00 midnight. No persons, other than workers assigned by employer to a room, may sleep in any room.
15. Workers may not deliberately restrict production, damage plants or bruise fruit.
16. Any worker who physically threatens another worker, the employer or any supervisor with any tool or weapon will be subject to immediate discharge.
17. Any worker who is found carrying, using or possessing any dangerous or deadly weapon will be subject to immediate discharge.
18. Workers will be discharged for fighting on the employer's premises, including housing premises, at any time.
19. Workers will be discharged if they steal from fellow workers or the employer.
20. Workers will not falsify identification, personnel, medical, production or other work-related records.
21. Workers may not willfully abuse or destroy any machinery, truck or other vehicle, equipment, tools, or other property belonging to the employer or to other employees.
22. Workers may not use or operate trucks or other vehicles, machines, tools or other equipment and property to which the worker has not been specifically assigned by his supervisor. Workers may not use or operate trucks or other vehicles, tools or other equipment or property for their personal use unless expressly authorized by the employer.
23. Workers must not misuse or remove from the farm premises without authorization any employer-owned property.
24. Workers must obey all safety rules and common safety practices and must report any injuries or accidents promptly to their supervisor or the employer's office.
25. Workers must follow supervisor's instructions. Insubordination is cause for dismissal.
26. Except as otherwise noted above, employees who violate work rules will be disciplined according to the following schedule:

First offense: oral warning and correction

Second offense: written warning and unpaid leave for balance of pay

Third offense: immediate discharge with written fact statement. Employee will be asked to sign written fact statement.

NORMAS DE TRABAJO

Aunque no es la intención de que esta sea una lista completa, estas normas de trabajo tienen la intención de servirles de guía a los trabajadores en cuanto a la conducta que se espera de ellos.

Se les notifica que cualquier violación de los requisitos legítimos relacionados al trabajo que tenga el patrón, incluyendo estas normas de trabajo, serán consideradas como motivo para despedir al trabajador inmediatamente, sanciones, tales como suspensión de oportunidades de trabajo por el resto del día o hasta tres días a la vez, pueden llevarse a cabo en el caso de violaciones menos graves.

Se espera que los trabajadores cumplan con todas las normas relacionadas a disciplina, asistencia al trabajo, calidad de trabajo y esfuerzo, y el cuidado y mantenimiento de toda la propiedad que el patrón le provea.

1. Cualquier trabajador que haga mal trabajo podrá ser suspendido sin pago por el resto del día de trabajo o por hasta tres días según la decisión de su supervisor, dependiendo del grado de la infracción, antecedentes de trabajo del trabajador y otros factores pertinentes. Despido del trabajador podría resultar de cualquier ofensa posterior.
2. No se permite ningún uso o posesión de cerveza, licor, o drogas ilegales durante el tiempo de trabajo o durante cualquier día de trabajo antes de que se haya terminado el trabajo (tal como durante las horas de comida); los trabajadores no deben reportarse al trabajo mientras estén bajo la influencia de cerveza, licor o drogas ilegales. Los empleados pueden ser despedidos por uso excesivo de alcohol, embriaguez y/o conducta indisciplinada en la vivienda después de las horas de trabajo. Drogas ilegales no se pueden usar, vender, fabricar o guardar en ninguna propiedad del patrón, incluyendo las viviendas.
3. No se permitirán ausencias excesivas. Este es trabajo regular, de todos los días, en el cual se espera que todos los empleados estén presentes, capaces y dispuestos a trabajar todos los días de trabajo. Este no es trabajo esporádico ni "a jornal." Tardanzas excesivas o repetidas no serán permitidas. Cualquier ausencia del trabajo debe ser reportada antes de las 7 A.M. Tres días de ausencia significa abandono del empleo y el trabajador será terminado(perderá el empleo).
4. Los trabajadores deben mantener limpias y en buen estado las áreas de vivienda que se les provean, teniendo en cuenta lo que sea desgaste razonable. Los trabajadores deben cooperar con los otros trabajadores asignados a sus áreas de vivienda en el mantenimiento de las áreas de cocina y vivienda. No se permiten animales(mascotas) de ninguna clase.
5. Todos los carteles requeridos por las leyes federales y estatales estarán fijados en cada vivienda. No se pueden quitar, desfigurar o modificar de ninguna manera. Los trabajadores que quieran copias se las pueden pedir al capataz(supervisor).
6. Todas las viviendas deben ser cerradas con llave cada mañana antes de ir al trabajo. Las luces y calefacción que no sean necesarias deben ser apagadas; las puertas y ventanas cerradas en caso de lluvia, y para preservar la calefacción.
7. Los trabajadores que vivan en viviendas con literas no las pueden desmontar ya que el espacio del piso es necesario para todos los ocupantes.
8. Los trabajadores que viven en las viviendas del patrón no pueden cocinar en los dormitorios o en cualquiera otra área que no sea la cocina. El patrón proveerá los aparatos y artículos para cocinar.
9. Los trabajadores no deben tirar papeles, latas, botellas ni otra basura en los campos, el área de trabajo, ni en el área de vivienda. Se deben usar los recipientes para basura y desperdicios.

10. Los trabajadores no deben tomar descansos no autorizados durante horas de trabajo.
11. Los trabajadores no deben salir del campo u otra área de trabajo asignada sin permiso del patrón o de la persona encargada.
12. Los trabajadores no deben entrar a la propiedad del patrón sin autorización.
13. Los trabajadores no deben comenzar a trabajar antes de la hora asignada, ni continuar trabajando después de la hora de terminar.
14. Los trabajadores que viven en las viviendas del patrón no deben tener visita después de las 10:30 p.m. excepto los sábados por la noche cuando las horas de visita terminan a medianoche. Nadie, fuera de los trabajadores asignados a un dormitorio por el patrón, debe dormir en los dormitorios.
15. Los trabajadores no deben limitar la producción a propósito, dañar la fruta excesivamente o intencionalmente..
16. Cualquier trabajador que amenace físicamente a otro trabajador, al patrón o al supervisor con cualquier herramienta o arma será despedido inmediatamente.
17. Cualquier trabajador que se descubra que lleve, use o tenga en su posesión cualquier arma peligrosa será despedido inmediatamente.
18. Los trabajadores podrán ser despedidos por cualquier pelea que tengan en la propiedad del patrón, incluyendo el área de vivienda, a cualquier hora.
19. Cualquier trabajador que le robe a otro trabajador o al patrón será despedido.
20. Los trabajadores no deben falsificar documentos de identificación, personal, médicos, de producción, ni otros documentos relacionados al trabajo.
21. Los trabajadores no deben intencionalmente abusar o destruir cualquier maquinaria, camión u otro vehículo, equipo, herramientas u otra propiedad del patrón o de otros empleados.
22. Los trabajadores no deben operar o usar camiones ni otros vehículos, maquinas, herramientas o otro equipo si no se les ha sido asignado específicamente por su supervisor. Los trabajadores no deben usar u operar camiones ni otros vehículos, herramientas u otro equipo o propiedad para su uso personal a menos que hayan sido expresamente autorizados por el patrón.
23. Los trabajadores no deben maltratar ni remover del área de la finca, sin autorización de su supervisor, ninguna propiedad del patrón.
24. Los trabajadores deben obedecer todas las normas de seguridad y las practicas de seguridad comunes y deben reportar cualquier herida o accidente inmediatamente a su supervisor o a la oficina del patrón.
25. Los trabajadores deben obedecer las instrucciones del supervisor. Insubordinación es causa para el despido.

26. Los trabajadores que violen las normas de trabajo serán disciplinados de la siguiente manera:
- | | |
|-----------------|---|
| Primera ofensa: | aviso oral y corrección |
| Segunda ofensa: | aviso por escrito y resto del día sin paga |
| Tercera ofensa: | despido inmediato con detalle de los hechos por escrito. Se le pedirá al trabajador que firme los hechos por escrito. |

State Agency

V.I.E.C

Agencia Estatal

SUMMARY OF EMPLOYMENT CONDITIONS
SPECIFIED ON JOB ORDERSUMARIO DE LAS CONDICIONES DE EMPLEO QUE SON
ESPECIFICADAS EN LA ORDEN DE TRABAJO1. Order Number: VA-5062720

1. Numero de la Orden:

2. Name of Employer: EDWARD DULLENBACH

2. Nombre del Empleador:

3. Location of Employer and Directions:
PATRICK Co VA - Stuart Rt 103 to
ARROTT HWY to LETCHER LN.

3. Lugar y Direccion del Empleador:

374 Letcher LN
ARROTT VA 24053

4. Period of Employment:

From 7-24-06 To 11-1-14

4. Periodo de Empleo:

Del _____ Al _____

5. Work Schedule:

Hours per day 7.45 Days per week 6

5. Horario del Trabajo:

Horas por dia _____ Numero de dias por
semana _____

6. Crop and Pay:

Crop	Hourly Wage	Unit of Production	Piece Rate	Estimated Hourly Wage
<u>Tomato</u>	<u>851</u>	<u>Per hr</u>	<u>4/11</u>	<u>851</u>
<u>Cabbage</u>	<u>↓</u>	_____	_____	_____
<u>Hay</u>	<u>↓</u>	_____	_____	_____

6. Cosecha y Pago:

Cosecha	Sueldo por Hora	Unidad de Produccion	Pago por Unidad
---------	--------------------	-------------------------	--------------------

Calculo Anticipado del
Sueldo por HoraBonus: 4/11

Pago Adicional: _____

7. Work tasks to be performed:

Regular: CULTIVATE, harvest,
store, pack, irrigate

7. Labores a desempenar en el trabajo:

Normales: _____

Alternate tasks and pay during first week in
case of crop delay (see item 12)General farm work & maintenanceLabores alternativas y pago por la primera
semana en caso de demora en la cosecha
(vease punto numero 12): _____

3. Transportation provided:

yes ☐ no ☐

9. Housing can accomodate 7 number of people

individual ☒ family ☐

10. Meals:

Provided: yes ☐ no ☒

If yes: Cost per day _____

Workers must do their own cooking

yes ☒ no ☐

11. Deductions:

Type	Amount
Social Security	XXX
Income Tax	XXX
Meals	_____
Transportation	_____
Tools & Equipment	_____
Crewleader charges	_____
_____	_____

12. NOTES TO WORKER

A copy of the full job order is available for inspection in this office.

The employer has guaranteed your first week's wages unless he notifies the Job Service of a later starting date by 7-10-06. In order for you to be eligible for this guarantee, you must contact the Job Service office at _____

VA. Employment Commission

145 Deer Run Rd

Donnell, VA 24540

during the period of 7-10-06 / 7-15-06

Any Job Service office will assist you in doing this. 434-791-5291

LARLE LINDSEY - FPS

8. Transportacion Proveida:

si ☐ no ☐

9. Viviendas disponibles para _____ persona

individuos ☐ familias ☐

10. Comidas Proveidas:

si ☐ no ☐

Si son proveidas, el costo por dia sera _____

Los trabajadores tienen que cocinar sus comidas

si ☐ no ☐

11. Deducciones:

Clase	Cantidad
Seguro Social	XXX
Impuestos Sobre Ingresos	XXX
Comidas	_____
Transportacion	_____
Herramientas y Maquinarias	_____
Sumas Cobradas por el Contratista de Trabajadores Agricolas	_____

12. NOTAS PARA EL TRABAJADOR

Una copia de la orden completa esta disponible en esta oficina para su inspeccion.

El empleador ha garantizado el pago por su primera semana de empleo, a menos que el notifique al Servicio de Empleos que la fecha de comenzar a trabajar sera atrasada, y que tal notificacion sea a mas tardar el _____

Para que Ud. pueda tener derecho a esta garantia de pago, tendra que comunicarse con la Oficina del Servicio de Empleos en el _____

durante el periodo del _____ al _____
Cualquier Oficina del Servicio de Empleos le asistira en hacerlo.

EMPLOYER FURNISHED HOUSING AND FACILITIES

(See Instructions on Reverse)

1. EMPLOYER'S NAME AND ADDRESS

MR. EDWARD DELLERBACH
Diamond D Farm
374 Letcher Ln
Acratt VA 24653

2. HOUSING LOCATION

FARMER CO
ACRATT VA RT 773 1 1/2
miles Letcher Ln 1/2 mile
on Rt 7

3. HOUSING DESCRIPTION

mobile home

4. SLEEP ROOMS
(No. & Measure)

a. Dormitory Type

b. Family Type

ES USE ONLY

	1	2	3	4	1	2	3	4	
Length	11'3"	11'3"	11'3"						5. CAPACITY (Adults)
Width	8'6"	24'1"	7'8"						6. REGULATIONS COMPLIANCE (Mark proper box)
Ceiling Height	7'	7'	7'						Water
Square Feet	96	272	88.1						Electricity
No. of Rooms	1	2	1						Site
No. of Beds, Single									Screening
No. of Beds or Bunks, Double	1 set	2 set	1 set						Heating

7. FACILITIES (Number of each)

Flush Toilets	Privy	Urinals	Lav. or Washbasins	Showerheads
1	N/A	N/A	2	1
Bathtubs	Movable Bathtubs	Laundry machines	Fixed laundry tubs	Movable laundry tubs
1	N/A	1	N/A	1
Cook Stoves	Refrigerators	Garbage containers	First-aid Kits	Fire Extinguishers (No. & type)
1	1	1	1	1 Ark

8. COMMENTS

9. EMPLOYER'S CERTIFICATION:

I CERTIFY THAT I have reviewed the housing regulations of the U.S. Department of Labor, ☐ OSHA ☒ ETA, and that the housing described herein ☒ does not meet such standards. I hereby authorize representatives of the State Employment Service office and/or Employment and Training Administration regional office to inspect the above housing at any reasonable time.

Employer's Signature

Diamond D Farm's

Typed Name and Title

BWm

Date

6-14-06

10. HOUSING INSPECTED BY:

Signature of Authorized Official

L. J. J. J.

Typed Name and Title

PPS

Date

6-14-06

11. APPROVAL: Housing approved for occupancy by workers recruited interstate.

Signature of Authorized Official

Ralph C. Kiser

Typed Name and Title

Mgr.

Date

6-15-06

COMMUNITY SERVICES

ALCOHOL AND DRUG ABUSE

Al Anon 638-8175
Alcohol & Drug Council 694-4361
Alcoholics Anonymous 638-8175
Center for Substance Abuse Treatment (CSAT)
National Drug and Alcohol Treatment
Referral Hotline 800-662-HELP (4357)
(TDD) 800-228-0427
Community Memorial Pavilion

1-800-972-0050

1-800-777-1515

Narcotics Anonymous
National Clearinghouse for Alcohol and
Drug Information 1-800-729-6686

Patrick Henry Drug &
Alcohol Council 632-6318

ANIMAL HUMANE

SPCA Animal House
Martinsville-Henry Co. Society for the
Prevention of Cruelty to Animals 632-0548

CHAMBERS OF COMMERCE

Martinsville-Henry Co.
Chamber of Commerce, Inc.
115 Broad St., P.O. Box 709
Martinsville, VA. 24114-0709 632-6401
Patrick Co. Chamber of Commerce, Inc.
P.O. Box 577, Stuart, VA 24171 694-6012

CHILDREN AND YOUTH

ADOPTION & FOSTER CARE

Social Services
Henry County/Martinsville 656-4300
Patrick Co. 694-3328

ADOPTIVE PARENT RESOURCE

COUNSELING
Anchor House 634-2901
CONTACT - Teenline 634-5005
Mental Health 638-7801

Patrick Henry Drug &
Alcohol Council 632-6318

SERVICES

Child Support 857-7932
Piedmont Regional Infant
& Parent Program 638-3242

YOUTH DEVELOPMENT

4-H Youth Organization
Henry Co. 634-4650
Stuart 694-3341

FOCUS

Big Brothers & Sisters of MHC 632-6106

Boy Scouts

Martinsville & Stuart 638-8387

For the Children 638-4673

Girl Scouts 1-800-268-0724

Henry County 632-8365

Stuart 694-3723

Salem 1-800-542-5905

Office on Youth

Martinsville/Henry Co. 638-2918

Patrick Co. Office on Youth 694-3553

YMCA - Family 632-6427

COLLEGES & UNIVERSITIES

(See YELLOW PAGES - SCHOOLS -
Universities and Colleges - Academic)

CONSUMER EDUCATION & PROTECTION

U.S. Consumer Product
Safety Commission 1-800-638-2772
VA Office of Consumer
Affairs 804-786-2042

EMPLOYMENT CONCERNS

COUNSELING/TRAINING/PLACEMENT

MARC Workshop 632-1018
PARC Workshop 694-4211

Senior Employment &
Training 632-6442 or 1-800-468-4571

VA Dept Rehabilitation
Services 632-7161

VA Dept. Visually Handicapped 857-7122

VA Employment Commission
Job Service 632-3270

Unemployment Insurance 632-3271

EMPLOYEE ASSISTANCE PROGRAMS

Solutions Employee Assistance
Programs 1-540-728-2515
or Toll Free 1-877-888-4307

ENVIRONMENTAL CONCERNS

Clean Community of
Martinsville & Henry County
P.O. Box 709
Collinsville, VA 24078 634-4674

FAMILY AND MARRIAGE

COUNSELING

For the Children 638-4673
Mental Health Assoc 638-7801
Citizens Against Family Violence 632-8701

FAMILY PLANNING

Health Dept. Martinsville/Henry Co.
638-2311
Patrick Co. 694-3188

PREGNANCY PREVENTION

For the Children 638-4673

FINANCIAL ASSISTANCE

FOOD SERVICES

Food Stamp (Social Services)
Henry Co. 634-4750
Martinsville 656-5250
Patrick Co. 694-3328
Salvation Army 647-7497

FURNITURE AND CLOTHING

Salvation Army (Thrift Store)
Collinsville 647-3450

HEALTH

American Lung Association of Virginia
Roanoke 362-5864

ARTHRITIS FOUNDATION

VA Chapter - Southwest
VA Branch 800-456-4687

HEALTH - cont'd

Centers for Disease Control

American Cancer Society 638-8944
American Heart Assn 804-527-0180

C.D.C. National AIDS Hotline

Toll Free (24 hrs) 800-342-2437

SIDA (In Spanish) 800-344-7432

Text Telephone (TDD)

(Mon-Fri 10am to 10pm) 800-243-7881

Health Dept.

Martinsville/Henry Co. 638-2311

Patrick Co. 694-3188

HOSPICE-Memorial Hospital 666-7469

TEL-MED 632-9738

West Piedmont AIDS Task Force 666-8149

BLIND & VISUALLY HANDICAPPED

VA. Dept. of Visually
Handicapped 703-857-7122

DEAF & HEARING IMPAIRED

Social Security Information

for hearing impaired 1-800-325-0778

VA Dept. for Deaf &
Hard of Hearing 1-800-552-7917

Hospitals

(Also see YELLOW PAGES - Hospitals)

Memorial Hospitals of Martinsville
& Henry Co.

General Information 666-7200

Patient Information 666-7493

Patrick Community Hospital, Inc.

Stuart 694-8600

Epilepsy Association of Virginia

804-924-5401

Mental Health Association 638-7801

Piedmont Regional Community
Services

Martinsville 632-7128

Mental Retardation

Development Center

For Handicapped 694-6047

Piedmont Regional Mental
Retardation Services 632-1640

HOTLINES AND CRISIS NUMBERS

Citizens Against Violence 632-8701

Domestic Violence Hotline 632-8701

C.D.C. National AIDS Hotline

Toll Free (24 hrs) 800-342-2437

SIDA (In Spanish) 800-344-7432

Text Telephone (TDD)

(Mon-Fri 10am to 10pm) 800-243-7881

Career Information Hotline 1-800-542-5870

Center for Substance Abuse Treatment (CSAT)

National Drug and Alcohol Treatment Referral
Hotline 800-662-HELP (4357)

Sexual Assault Services 632-8701

CRISIS INTERVENTION

CONTACT 632-7255

VA Dept. for the Deaf &
Hard of Hearing 1-800-552-7917

DISASTER RELIEF

American Red Cross

Martinsville 632-5127

Stuart 694-3505

Salvation Army 647-7497

COMMUNITY SERVICES

HOTLINES AND CRISIS NUMBERS - cont'd

DOMESTIC VIOLENCE

Child Abuse Hotline 1-800-552-7096
 Child Abuse & Neglect 694-3328
 Child Protective Services
 Henry Co. 634-4750
 Martinsville 656-5200
 Patrick Co. 694-3328

POISON CONTROL

Memorial Hospital ER 666-7237
 Poison Control Center

Charlottesville 1-800-451-1428

RUNAWAYS/MISSING CHILDREN

National Runaway Switchboard
 Hotline 1-800-621-4000

Sexually Transmitted

Disease 1-800-227-8922

Vanished Children's

Alliance 1-800-VANISHED (826-4743)

HUNTING & FISHING

Dept. of Game and Inland Fisheries
 4010 W. Broad St.
 Richmond, VA 23230 804-367-1000

INFORMATION & REFERRAL

Letter Business Bureau
 Roanoke 1-800-533-5501

CONTACT 632-7295

DEPARTMENT OF PROFESSIONAL AND

OCCUPATIONAL REGULATION

3600 West Broad Street
 Richmond, Virginia 23230-4917
 804-367-8500

www.state.va.us/dpor

BI-Richmond 804-261-1044

Patrick Co. Office on Youth 694-3553

Mental Health 638-7801

Citizens Against Violence 632-8701

S.S. Secret Service

Richmond 804-771-2274

Roanoke 1-800-703-3454

United Way Martinsville 638-3946

Information & Referral Center 1-800-230-6977

PREGNANCY

Family Life Services 666-4081

Martinsville/Henry Co. Health Dept. 638-2311

Patrick Co. Health Dept. 694-3188

LEGAL SERVICES

Dept. Rights

f Disabled 1-800-552-3962

Lawyer Referral

Service 1-800-552-7977

LIBRARIES

LICENSING & REGISTRATION

BIRTH & DEATH CERTIFICATES

Division of Vital Statistics
 P.O. Box 1000
 Richmond, VA 23208 804-225-5000

DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION

3600 West Broad Street
 Richmond, Virginia 23230-4917
 804-367-8500

www.state.va.us/dpor

DOG LICENSES

Treasurer's Office
 Henry Co. 634-4675
 Martinsville 656-5242
 Patrick Co. 694-7257

DRIVERS LICENSES & PERMITS

VA Dept. of Motor Vehicles
 Martinsville 632-7145
 Stuart 694-6113

MARRIAGE LICENSES

Circuit Court & County Clerk's Office
 Henry Co. 634-4880
 Martinsville 656-5000
 Patrick Co. 694-7213

NEWSPAPERS

Bull Mountain Bugle
 P.O. Box 308, Stuart, VA 24171 694-7117
 The Enterprise, Inc.
 P.O. Box 348, Stuart, VA 24171 694-3101
 The Martinsville Bulletin
 204 Broad St.
 Martinsville, VA 24112 638-8801

RADIO STATIONS

WFIC 647-1530
 WHEE 632-9811
 WHEO 694-3114
 WMVA-AM 632-2152

SENIOR CITIZENS

Adult Day Care Center of Martinsville and Henry Co.
 433 Commonwealth Blvd.
 Martinsville, VA 24112 666-9400
 Henry Co. Senior Services
 Henry Co. Administration Bldg.
 Collinsville, VA 24078 634-4644
 Martinsville Senior Center
 21 Moss St.
 Martinsville, VA 24112 656-5260
 Southern Area Agency On Aging
 433 Commonwealth Blvd.
 Martinsville, VA 24112 632-6442
 Patrick Co. call toll free 1-800-468-4571

TAX INFORMATION

FEDERAL
 Internal Revenue Service
 Forms Ordering 1-800-829-FORM (3676)
 Information & Assistance 1-800-829-1040
 STATE
 Commissioner of Revenue
 Henry Co. 634-4690
 Martinsville 656-5000

TELEVISION STATIONS

Adelphia Customer Care Center 800-835-4949

TIME, TEMPERATURE & WEATHER

Time 632-2002
 Weather 957-3784

TRANSPORTATION

Blue Ridge Airport
 Rt. 698 P.O. Box 160
 Spencer, VA 24165 957-2291
 Piedmont Triad Int'l Airport
 P.O. Box 35005
 Greensboro, NC 27425 910-665-5666
 Roanoke Regional Airport
 5202 Aviation Dr.
 Roanoke, VA 24012 362-1999

UTILITIES

ELECTRIC

Appalachian Power Co.
 Fieldale 627-1200
 Stuart 694-3776
 City of Martinsville 656-5000

GAS

Southwestern VA Gas Co.
 208 Lester St.
 Martinsville, VA 24112 632-5662

WATER

Henry Co. 634-2500
 Martinsville 656-5000
 Patrick Co. 694-3811

VETERANS

American Legion 632-8170
 Greensboro Veterans Center 910-333-5366
 Veterans Affairs, Regional Office
 Roanoke, VA 1-800-827-1000

VOLUNTEER OPPORTUNITIES

Blue Ridge Nursing Center of Martinsville
 & Henry County 638-8701
 Citizens Against Family Violence 632-8701
 CONTACT 632-7295
 FOCUS 632-7575
 Habitat of Martinsville and
 Henry County Housing 638-9014
 Hospice of Memorial Hospital
 of Martinsville & Henry Co. 666-7469
 Martinsville Ostomy Support Group
 956-2277
 Memorial Hospital Volunteers
 Mental Health 666-7481
 Patrick Co. Office On Youth 638-7801
 694-3553
 Rescue Squads of Henry County
 & Martinsville 634-4664
 Salvation Army 647-7497
 Stanleytown Healthcare Center of
 Stanleytown Va. 540-629-1772
 United Way 638-3946

VOTER REGISTRATION

Henry Co. 634-4697
 Martinsville 656-5000